

Winchester Public Schools  
Winchester, MA 01890  
November 18, 2003

### **Roll Call**

Notice having been given in accordance with the requirements of law, a meeting of the School Committee was held at 7:40 p.m. on Tuesday, November 18, 2003 in the Lynch Elementary School Library. Present were Ms. Swiger, Mr. Haley, Ms. Bodie, Mr. Feblowitz, Dr. Kounaves, Director of Finance Mr. Rippin, Dr. Kerble and Superintendent Marini.

Dr. Marini began the meeting by reading comments from fellow students of Anthony Fernandes, a Winchester High School student, who died Sunday in a tragic train accident. A moment of silence was held as well.

### **Public Comment**

None

### **Student Representative**

None

### **Out-of-State Trip Approval**

Betsy Kean, a Winchester High School Spanish teacher and exchange coordinator, joined the committee. Ms. Kean stated that Winchester hosted sixteen students and two teachers from Madrid, and with school committee approval will travel to Madrid in April of 2004 to complete the exchange program. The cost of the trip is approximately \$1,600 plus insurance and spending money for the roundtrip flights, two weeks with host families, and a five-day educational tour of Southern Spain. There are 26 junior and senior students involved and two teacher chaperones. The trip will take place after school on April 7th through April 27th. The students will miss eight days of school.

Mr. Haley and Dr. Kounaves had concerns around scholarships not being available for students who are not able to afford trips abroad that are offered at the schools.

On a motion by Ms. Bodie, seconded by Mr. Feblowitz, the committee unanimously

**VOTED to approve the trip to Spain as presented.**

### **School Improvement Plans**

#### **LYNCH**

Mr. Frank Row, principal of the Lynch Elementary School joined, the committee to present the Lynch School Improvement Plan. Mr. Row began by thanking the Lynch

School Council for their work during the year. Mr. Row stated that the 2002-2003 school year was one of significant change at the Lynch School. There were four new classroom teachers and six new teaching assistants added to the staff. An empty space in the intermediate wing of the school was renovated to create an additional classroom. A scheduling committee was formed to investigate more effective ways of scheduling instructional time, with the goal of creating an uninterrupted "literacy block" for all grade levels. Nine teachers received training in the use of the Open Circle curriculum, and a support group was formed to allow teachers to collaborate with this newly adopted program.

Continued focus on identifying and addressing health and safety concerns continued. The development of a school compact, such as required under Title I, defines the responsibilities and tasks that administrators, teachers, and parents have agreed upon to help children learn.

The council reviewed samples of a proposed revised report card for grades 3-5. The year would be divided into trimesters rather than quarters. No letter grades would be given until grade 5, and there would be five opportunities for evaluation during the school year. The new report card would be reviewed during the 2003-2004 school year with the hope of adopting a revised report card by September of 2004. This report card would be systemwide.

## **LINCOLN**

Principal Rich Burchill of the Lincoln Elementary Schools and Kate Scanlon, a teacher and member of the Lincoln School Council joined the committee. Ms. Scanlon stated that reviewing of class size and the renewal of indicators of excellence were the two areas focused on for the 2002-2003 school year. Increasing enrollment has generated some serious space issues at Lincoln despite the fact that they are back into the renovated building. Redistricting, primary/upper elementary configurations and a possible early childhood center housing kindergarten were ways that the council reviewed to relieve overcrowding at Lincoln. Knowing that any of the above initiatives were not in their control, they became familiar with the possible options to become more informed participants in any further discussions.

The Indicators of Excellence general format remained the same as in past years and an indicator for Quality of Building Leadership was added. A survey was administered to parents and faculty in late May and the council will analyze the results.

Mr. Burchill reviewed several areas of concern around the Lincoln building that have been under repair, including the opening of the 3rd floor girl's bathroom, the leak on the roof, and the leak around the foundation. The gym floor has been under consideration as well with a possible solution being considered.

The Lincoln School will be celebrating its 100-year anniversary with many exciting events planned. Mr. Burchill encouraged school committee members to participate in some of the planned events.

### **EFPBC Report**

Ms. Maureen McWilliams gave an overview of the current events happening at both the Lincoln and Ambrose schools. The lengthy punch list for the Lincoln School was prioritized into categories, which included items to be completed by the town, paid by the town, completed by Seaver Construction and/or paid by Seaver or the town jointly. The items are under review by Town Council Wade Welch.

The Ambrose ground breaking took place on November 5th. Brooke Trivas of Tappe Associates is the architect, the construction company is Jackson and the Owners Representative is Mr. Steve Farrell. Permanent fencing will be place around the entire construction site for safety reasons, and construction will stop when students pass by the construction site to and from school each day. It is anticipated that the demolition will be completed in four weeks. The EFPBC has asked Mr. Steve Hatch to participate in all meetings regarding the Ambrose project, as he will be the overseer of the building after the construction is completed.

Recess

### **Strategic Plan**

Dr. Marini stated that the purpose of the Strategic Plan is to identify initiatives for the school system, reflect on the values of the community, and to develop system-wide goals to track the programs. Members of the Steering Committee have met with administrators, teachers, students, and community members. Working groups were developed during the community forum to develop short and long term goals.

Ms. Bodie thanked Michele Norman and Jane Corr for their work putting together the community forum.

The school committee will have an opportunity to engage in the discussion around priorities, some of which are not budget driven.

### **Timeline for FY05**

Mr. Rippin presented the proposed timeline for a redistricting plan for the 2005-2006 school year. A redistricting committee consisting of the superintendent, a school committee member, seven PTO Presidents and seven School Council Co-Chairs will begin discussions in January of 2004. It was recommended that the process be publicized and meetings held for public input. The report would be finalized sometime in June of 2004 and presented to the school committee in September 2004. The school committee would vote a redistricting plan sometime in November or December of 2004.

Mr. Rippin stated that a new Ambrose Elementary School would be occupied in September of 2005. This new building will house 21 classrooms versus the 16 in Parkhurst School functioning as swing space. This additional capacity as well as noted overcrowding at Lincoln School has necessitated planning for a redistricting plan that addresses these issues. Ms. Bodie suggested that the committee be very clear on the charge for the redistricting plan. The committee suggested several changes in the proposed timeline for redistricting.

### **Budget Discussion FY05-07**

Dr. Marini reviewed the work of the town's Budget Task Force highlighting the three models that were presented. A maintenance of effort budget with no new initiatives would be presented with two caveats. There is a need for growing equity around technology at the elementary schools, and the restoration of the supplies and materials account to the level of 2002. The budget will be finalized for a school committee vote on December 9<sup>th</sup>, and then presented to the town manager by January 15th.

### **EnKa Request**

The EnKa has requested the use the Ciarcia Field for the 2004 annual fair to take place on May 14 and 15, 2004.

On a motion by Mr. Haley, seconded by Mr. Feblowitz, the committee unanimously

**VOTED to allow the EnKa Society to use the Ciarcia Field on May 14 and 15, 2004 for the annual fair.**

### **Acceptance of Gift**

Mr. & Mrs. Jeffery Drazen donated \$2,000 to the Winchester High School art department.

On a motion by Ms. Bodie, seconded by Mr. Haley, the committee unanimously

**VOTED to accept with gratitude the generous gift of \$2,000 to the Winchester High School art department.**

### **School Committee Reports**

Mr. Haley gave a report on the recent Capital Planning meetings. The Capital Planning committee believes that an additional amount be allocated to the Capital Budget for the repairs needed at the high school. Since the high school is not slated for construction and/or repairs with the next 15 years, the Capital Planning committee would like to have all the necessary repairs bundled into a package with a price tag of approximately \$4-6M. The report should be given to the Capital Planning committee no later than the end of

December 2003. The Capital Planning committee would also like a feasibility study of the Carriage House use by the school department.

Ms. Bodie stated that the Town Meeting unanimously voted in support of the Memorandum of Agreement for the Teacher's contract.

#### **Next Meeting Dates**

The next meetings are scheduled for December 9th and 16th.

#### **Executive Session**

Ms. Swiger stated that there was a need for the Executive Session for the purpose of contract negotiations and litigation.

#### **Roll Call**

#### **Adjourned**

The meeting was adjourned at 10:06 p.m.

V. James Marini  
Secretary